City of Littleton Retail Sales and Use Tax Application

Mail to:
Sales/Use Tax Division
City of Littleton
2255 West Berry Avenue
Littleton, CO 80165
(303) 795-3768

Please type or complete in black or blue ink.

For City of Littleton Use Only

License Number | | | | | | | | | | | |

sic code ___ ___ ___ ___- ___ ___- ___ ___

❑ Monthly ❑ Other
❑ Quarterly ❑ Sales Tax License
❑ Annual ❑ Use Tax License

Issued:
❑ Street Guide ❑ Coupon Books/Returns
❑ License ❑ Letter
❑ One Time Use Form

*Zoning Approval*_____

ALL INFORMATION MUST BE COMPLETED.
Illegible and /or incomplete returns will be rejected.

1. Type of ownership ❑ Sole Proprietor ❑ Partnership ❑ Corporation ❑ Limited Liability
2. Trade Name of Business _____
3. Owner of Business *(if different from trade name)* _____
4. Business Address _____
5. Mailing Address _____
6. Local Business Phone # ( ) _____ Other ( ) _____
7. Owner(s)/Corp. Officers/Partners *(attach additional sheet if nec.)*

Name	Position	Social Security #	Home Phone #

8. What Person in your business will be responsible for the filing of sales/use tax returns and remitting payment?

Name _____ Social Security # _____

Position _____ Home Address _____

Signature _____ ( ) _____ Phone # *(If the info in item 8 should change, it is the responsibility of the licensee to notify the City of Littleton.)*

9. Nature of Business *(check all that apply):* ❑ wholesale ❑ mfg./processing ❑ contractor ❑ service ❑ retailer ❑ office only ❑ mail order ❑ direct sales ❑ other
10. Products and/or Service Sold _____
11. Is this business in a ❑ private residence ❑ commercial building
12. Colorado Sales Tax #_____ Federal Employee I.D. # _____
13. Date business began or will begin in Littleton ___/___/___ Email address _____

Corporations

14. Registered Agent _____ (Name) _____ (Address)
_____ (City, State) _____ (Zip) _____ (Phone #)
15. Local Manager-Rep. _____ (Name) _____ (Address)
_____ (City, State) _____ (Zip) _____ (Phone #)

Businesses Purchased

16. Former Owner's Name _____ License # _____
17. Name of Business _____ Purchase Date _____
18. Did the purchase price include fixed assets, machinery or equipment? ❑ yes ❑ no

Signature

I declare, under penalty of perjury in the second degree, that this application has been examined by me, that the statements made herein are made in good faith pursuant to Colorado tax laws and regulations, and to the best of my knowledge and belief are true, correct and complete.

Signed: _____ Title: _____ Date: _____